

Mudgeeraba Show Society Inc

2024 SITE APPLICATION

Saturday 29 June 2024 8am - 8pm
 Sunday 30 June 2024 8am - 4pm

Office Use Only
 App No:
 Date Received:

Business and Trading Name/ Organisation Name Contact Name Address Email Phone Number		
		ABN

TRADE SITE	Please Tick
Trade - General Sales	
Trade - Food/Beverage	
COMMUNITY (Not for profit organisations)	Please Tick
Community - Display only (Complimentary Site)	
Community - Display & Sales (Subject to Approval)	

Detailed, full description of intended use, sales and/or activity:

Open Area Site <i>(Prices apply to Trade only)</i>	No. of Sites	Site Frontage	Site Depth
* Premium Site Eastern Side \$180 per m inc GST			
Eastern Side \$160 per m inc GST			
Heritage Side \$125 per m inc GST			
Hired Marquee	No. of Sites	Site Frontage	Site Depth
* Premium Site Eastern Side \$860 inc GST		3.5	3.5
Eastern Side \$790 inc GST		3.5	3.5
Heritage Side \$700 inc GST		3.5	3.5

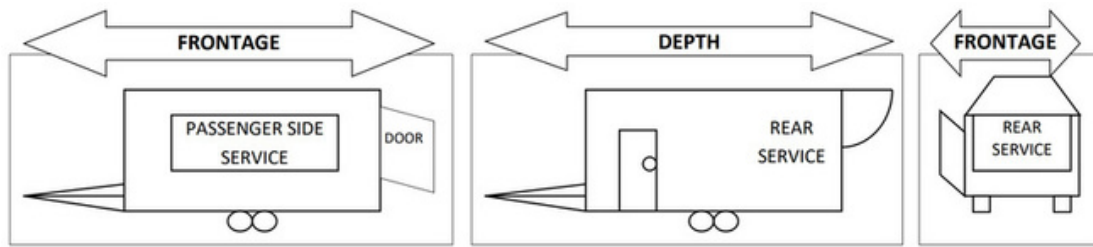
Please indicate if you are interested in a corner site if available POA - Subject to Site Manager approval
** NB Limited spots are available for premium and corner sites*

Do you require POWER? X 10 amp X 15 amp
 If so, please indicate **total** number and **type** of outlets required.
 Note: one power outlet will be charged at \$50. Additional connections will be charged at \$100.00 each.

ENTRY PASSES: Refer to Clause 5 of the Terms & Conditions
 Please indicate the **total** number of **one-day** entry passes you will require for your staff for the show weekend. →

OFFICE USE ONLY	SITE COST CALCULATIONS <i>(inclusive of GST)</i>	
Site Fee based on above		\$
Additional Entry Passes	\$ 15 each x	\$
One Power Connection	\$ 50 each x 1	\$
Additional Power Connections	\$100 each x	\$
TOTAL SITE FEES		\$

Invoice No:	PIF	CC	FL	GAS
--------------------	------------	-----------	-----------	------------



What will be on your site? Please provide dimensions.

Your dimensions **MUST INCLUDE** the draw bar and the width/depth of any rear and side opening doors. Please note that incorrect measurements may result in your site being relocated.

If you have more than one vehicle/tent on your site, a diagram of your set-up must be provided.

Type	How many?	Frontage	Depth
Van			
Ute			
Trailer			
Caravan			
Tent			
Other (Eg. Serving counter/table) Please describe:			

On which side/s does your serving area open?

Right/drivers side Left/passenger side Rear

Do you have any special requirements (e.g. not facing sun)?

In order to secure your site, all required documentation must be received by 31st May 2024. Siteholders are then responsible to check with the office that all information has been received by the due date.

While we try to accommodate requests where reasonable, please be aware that the location of your Site is subject to the Site Manager's discretion. Failure to adhere to bump-in time slots may result in forfeiting your preferred location.

Please provide the following documentation prior to the Show

<input type="checkbox"/> Insurance/Certificate of Currency/ Policy Number	<input type="checkbox"/> Menu / Price List (if applicable)
<input type="checkbox"/> Food Licence (if applicable)	<input type="checkbox"/> Logo
<input type="checkbox"/> Gas Permit (if applicable)	<input type="checkbox"/> Photo/s of your site and or operating vehicle

I confirm all power leads and equipment will be tested & tagged prior to bump in. (Refer to Clause 4 in the Terms & Conditions.)

I have read and agree to the Mudgeeraba Show Society's Site Application Form and Contract Terms and Conditions. I acknowledge that any breach of these conditions can result in this agreement being terminated.

Applicant's Name: Position:

Applicant's Signature: Date:

Sites Manager, Mudgeeraba Show Society Inc.
Email: sites.mudgeerabashow@gmail.com ABN 67 833 677 042

**MUDGEERABA SHOW SOCIETY
SITES CONTRACT TERMS AND CONDITIONS**

1. OPEN AREA SITES are outdoor sites on grass or asphalt. You may use your own tent, marquee, ute, caravan, trailer, van or display. Minimum frontage is 3m. Average depth is 3m. Open Area site fees on the Eastern side are \$160 (inc GST) per metre frontage. Heritage side is \$125 (inc GST) per metre frontage. Excess depth (over 3m) may incur an additional fee. Premium sites are located in proximity to the showbags and rides and are \$180 (inc GST) per metre frontage. Corner sites are calculated on per metre frontage ie. a 3m x 3m marquee on a corner site will be charged at 6m frontage.

2. HIRED MARQUEE SITES are located outside within the Showgrounds on grass or asphalt. One fully enclosed individual marquee site is 3.5m x 3.5m. The marquee is hired by the Society on your behalf and is installed ready for use including one internal light fitting. Hired marquee site fees are \$790 (inc GST) for the Eastern side, and \$700 (inc GST) for the Heritage side. Premium sites are located in proximity to the showbags and rides and are \$860 (inc GST) per metre frontage.

3. APPLICATION & SITE FEES: All Site Applications will be received and considered against selection criteria based on past performance, attraction and/or value for money. Please submit your application as soon as possible, with full details, but please DO NOT make any payment until you receive confirmation that your application is successful. Late site applications will only be considered for approval on merit. Site fees are non-refundable.

If the full remittance is not received by the due date, the Society reserves the right to re-let the site referred to on such terms and conditions as the Society may determine and this contract shall be void and of no effect.

4. POWER: One power outlet will be provided for a cost of \$50 (inc GST). The cost of each additional power connection is \$100 (inc GST). Extra power connections will be allocated only if available. All extension leads are to be supplied by the siteholder, and the use of a power board with a safety switch or circuit breaker/board is mandatory for all sites with multiple connections. **Double adaptors are not permitted.** All electrical equipment being used on the Showgrounds must have been tested and tagged by a licensed electrical contractor within the current time frame. Tagging of electrical appliances and extension leads will be checked once on site. This is essential for the safety of all siteholders and the general public and is a requirement of the Workplace Health and Safety Act of 2011. If equipment is found not to be tested and tagged, it will be done on-site. Charges of \$50 (inc GST) per item will apply.

5. PASSES: The site fee for a Trade site includes four single one-day entry passes (non-transferable) valid for either Saturday or Sunday. For Community sites, complimentary entry passes are issued subject to committee approval. Additional one-day passes will be charged at \$15.00 (inc GST) each. (Limits apply).

6. PARKING: Parking at the allocated siteholder carpark is included in your site fee. You will need to show your siteholder entry pass to obtain access. Parking is not included in additional entry passes.

7. INSURANCE: The Show Society requires that each siteholder must carry Public or Legal Liability Insurance.

A Certificate of Currency must be provided with your application and must show the following:

(i) Policy Number & Expiry Date

(ii) Type of Business

(iii) The insured's name must be the same as the name on your site application.

(iv) The period of insurance must cover the duration of your time on the grounds.

(v) Public Liability Insurance of \$20,000,000 minimum.

(vi) Your Certificate of Currency should indicate that your policy covers you at the Mudgeeraba Showgrounds or Anywhere in Australia. **PLEASE NOTE:** It is the responsibility of the siteholder to ensure that your Public Liability Insurance Policy covers your activities at the Mudgeeraba Showgrounds for the duration of your time on the grounds. **A copy of any part of your policy or renewal document cannot be accepted in lieu of a Certificate of Currency.**

8. HEALTH REQUIREMENTS: Siteholders must abide by any applicable health directives set down by the Chief Health Officer.

9. GAS: If your site requires a gas fitout, please provide us with your current Gas Permit, which also needs to be available at the Show.

10. VEHICLES/ACCESS: Access to the site for setup is available from the Wednesday prior to the Show. Your bump-in time will be confirmed by the Site Manager. **FAILURE TO ADHERE TO BUMP-IN TIME SLOTS MAY RESULT IN FORFEITING YOUR PREFERRED LOCATION.** No setup will be permitted on Saturday morning and no delivery vehicles will be allowed access to the grounds on Saturday or Sunday during Show open times. There will be NO EXCEPTION to this rule due to liability regulations. Siteholders will not be permitted access to their sites until all site fees are paid in full and all required documentation has been received by the Show Manager. The Show Society reserves the right to tow away vehicles parked on the grounds during the Show, at the owner's expense.

Any motor vehicle being driven on the grounds must be insured for Third Party Property Damage at a minimum, and may only be driven by a person who is licenced to drive that particular class of vehicle. For bump-in, set up and pack down, the vehicle speed limit on the grounds will be strictly no more than 5kph. Hazard lights must be activated.

11. **FOOD LICENCES AND FOOD VANS:** If applicable, food and beverage vendors must be able to produce on demand a current Licence/Registration issued pursuant to the Queensland Food Act 2006, in order to gain admission to the grounds. Food vans must be self-contained, must be registered to the operator and must fulfil all compliance regulations. All cooking oils/fats must be safely removed from the grounds prior to the siteholder departing from the grounds. Waste water tanks will be provided. If you have a **MOBILE** food stall, please provide us with a copy of your current Food Licence for any Council located in Queensland **PRIOR TO THE SHOW**. If you have a food stall (not mobile), please provide us with a copy of your current Gold Coast City Council Temporary Food Licence **PRIOR TO THE SHOW**.
12. **SITE AND SELLING RESTRICTIONS:** The exhibitor must confine his/her business to the purpose accepted on the site application. No selling, canvassing, hawking or distributing of printed material or other matters will be permitted outside the area allocated; penalties include closure of your site and forfeiting of fees paid. Siteholders are not permitted to conduct raffles or to engage in spruiking. **Helium balloons are strictly prohibited unless specific prior approval has been granted. Siteholders are prohibited from engaging in price reduction strategies to compete. Original menu prices should be adhered to.**
13. Siteholders shall, at all times, conduct themselves in an orderly manner whilst on the grounds and shall be responsible for the actions of their employees and volunteers. Verbal and/or physical abuse will not be tolerated and anyone conducting themselves in this manner will be removed from the grounds immediately and will forfeit their site.
14. Under the Licensing Act, no alcohol is to be brought onto the grounds. Smoking and/or vaping is only permitted in designated areas (as noted on the Site Map).
15. Microphones, sound amplifiers and machine demonstrations are acceptable only when the level of sound causes no annoyance to the neighbouring stakeholders or the general public. The Society shall be the sole judge as to whether annoyance is being created. In the first instance, such systems shall not be operated without the approval of the Society.
16. Siteholders must ensure that they are fully aware of, and that their sites comply with, all regulations and requirements of all statutory bodies.
17. Siteholders are required to keep their site tidy and to remove all rubbish (including zip ties) from their site and place it in the skip bins provided.
18. Siteholders must keep all advertising signage, flags, banners, display stands and the like within the boundaries of their site. Signage is not to be placed around other parts of the Showgrounds. No part of an exhibitor's display material, tents, pegs, rope, marquees or items for sale etc. are to encroach on another site.
19. Siteholders cannot assign or sub-let any part of their site without the consent in writing from the Society.
20. Displays, stalls or fixtures may **NOT** be removed or dismantled **before 4pm on the Sunday of the Show**. Every display must be fully staffed and operational during the entire period of the Show, from 8am until 8pm Saturday, and 8am until 4pm Sunday, unless otherwise approved by Mudgeeraba Show Society. Please note Heritage side of the Showgrounds closes down at 5pm on the Saturday of the Show.
21. The Society accepts no liability for the loss of profit, damage to exhibits by loss, deliberate act, theft, fire, water, flood, storm, strikes, riots or any cause whatsoever. Insurance for any loss or damage is the responsibility of the siteholder.
22. The Society reserves the right at all times to postpone or amend the advertised dates for the Show, utilising the right only where circumstances necessitate such action, without any liability to the Society.
23. The Society reserves the right in unforeseen circumstances to amend or alter the exact site or location of any display and the siteholder undertakes to agree to such alterations or re-locations.
24. Sites shall be allocated relevant to each annual Show and the Society reserves the right to allocate each site each year to whomever it desires. Factors such as years of regular attendance will be taken into account.
25. The Society reserves the right to cancel and to retain all monies paid in relation thereto if there is or has been, in the opinion of the Committee, any infringement of any part of the foregoing conditions and/or if the siteholder does not occupy the contracted site at the commencement of and during the full period of the Show.
26. The Society reserves the right to reject any application for a display, site or the right to exhibit at its sole discretion and its decision in this regard shall be final. Furthermore, failing to comply with conditions may result in a siteholder being excluded from future shows.
27. To enable us to continue to improve the Mudgeeraba Show, siteholders will be asked to complete a survey following the event.